



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
REGION 10
1200 Sixth Avenue
Seattle, WA 98101

March 30, 2011

Travis Williams
Willamette Riverkeeper
1515 SE Water St. #102
Portland, OR 97214

Re: Advanced Post Award Monitoring Grant # 1-96059001

Dear Mr. Williams:

On March 30, 2011, Judy Smith, from the Community Involvement and Public Affairs Unit, Office of Ecosystems, Tribal and Public Affairs, EPA Region 10, conducted a desk review as part of a post-award monitoring of your EPA assistance agreement, #196059001. We appreciate the time you took to talk to us, and it is our hope that this effort will assist Willamette Riverkeeper in effectively managing your assistance agreement and will continue the open dialogue between EPA and your organization.

1. Purpose of review: Post Award Monitoring

2. Describe the grant work-plan commitments:

The grantee contracts with a Technical Advisor to review and evaluate technical information for the Portland Harbor Superfund site. The grantee shares technical information with the Portland Harbor Community Advisory Group and the community at large through community meetings and events.

3. Discuss previous recommendations if any exist: Not applicable

4. Program Synopsis (Address all of the areas that apply to the agreement):

- a. Is payment history consistent with progress to date: YES/NO
- b. Is the work under the agreement on schedule: YES/NO
- c. Is the actual work being performed within the scope of the recipient's work plan: YES/NO
- d. Are the recipient's staff and facilities appropriate to handle the work under the agreement: YES/NO



- e. **Are the products/progress reports submitted on time:** YES/NO*
Historically, the grantee has been late submitting progress reports. This has been discussed and I am pleased to report that the progress reports for this grant are currently up to date.
- f. **Are the products/progress reports acceptable:** YES/NO
- g. **Has the recipient complied with the programmatic terms & conditions on the award:** YES/NO
- h. **Did the recipient purchase equipment as planned in the agreement:** YES/NO/N/A
- i. **Has the equipment been used as planned in the agreement?** YES/NO/N/A
- j. **Is the recipient making adequate progress in achieving outcomes and outputs and associated milestones in the assistance agreement workplan:** YES/NO
- k. **If the recipient is experiencing significant problems meeting agreed-upon outcomes and outputs, has the recipient been required to develop and implement a corrective action plan:** YES/NO/N/A
- l. **Does this review indicate any need to amend the award:** YES/NO
- m. **If this award includes subawards, is the recipient complying with the sub-award policy requirements:** YES/NO/N/A
5. **Successes (Commendations):** The grantee has been very responsive to the needs of the community that this grant is intended to serve.
6. **Recommendations/Suggestions (Opportunities for Improvement):**
None, since progress reporting is now current
7. **Program Enhancement Plan:** Not applicable.

Thank you for your ongoing efforts to protect the Willamette River.

Sincerely,

/s/ Judy Smith

Judy Smith, Project Officer

cc: Evelyn Holtzendorf, EPA